

# TRANSPORTATION ENGINEER II

**GRADE: 22**

**FLSA: EXEMPT**

## CHARACTERISTICS OF CLASS:

The Transportation Engineer II performs difficult professional and responsible administrative work in the investigation, design and construction of municipal traffic, transportation and other projects. Work involves responsibility for the application of professional engineering skills to a wide variety of public works planning and design projects. The employee manages individual design projects and directs and supervises the work of other engineering personnel in project execution. The work is both proactive and reactive with high level contacts on matters requiring cooperation and explanation. Physical demands are light and the work includes considerable mental effort and stress in handling multiple projects and meeting deadlines. Work is directed and subject to general supervisory review, with serious consequences. The employee is assigned to the Engineering Division with work usually assigned and monitored by the Senior Engineering staff.

## EXPECTATIONS OF ALL CITY EMPLOYEES:

- Learn and demonstrate an understanding of City, department, division and team goals.
- Serve and meet the needs of customers during routine or emergency situations.
- Ability and willingness to work as part of a team, to demonstrate team skills and to perform a fair share of team responsibilities.
- Ability to assess his/her work performance or the work performance of the team.
- Plan and organize his/her work, time and resources, and if applicable that of subordinates.
- Contribute to the development of others and/or the working unit or overall organization.
- Produce desired work outcomes including quality, quantity and timeliness.
- Communicate effectively with peers, supervisors, subordinates and people to whom service is provided.
- Understand and value differences in employees and value input from others.
- Consistently report to work and work assignments prepared and on schedule.
- Consistently display a positive behavior with regard to work, willingly accept constructive criticism and be respectful of others.

## EXAMPLES OF DUTIES:

- Performs and supervises other employees engaged in a variety of work including but not limited to:

- Plans, designs, manages and administers the construction of public streets, roadways and pedestrian ways, drainage, traffic controls, street lighting, bike paths and other Public Works projects.
- Prepares plans, specifications, ordinance requirements and regulations, and estimates for major design, construction and operational contracts. Prepares and evaluates proposals for engineering consulting design contracts.
- Coordinates City projects with various utility services and other organizations.
- Coordinates property acquisition as needed with appropriate parties.
- Assists and advises inspectors to ensure appropriate contract administration.
- Supervises engineers and technicians at the project level.
- Reviews site and subdivision plans, ensuring compliance to requirements and recommends permit conditions to meet standards and conform with good practice. Identifies transportation amenities needed in new developments and works with developers in the planning of street systems and pedestrian/bicycle ways.
- Studies major engineering problems and recommends the best course of action to the supervisor.
- Assists in preparing the City's transportation Capital Improvements Program and the operating budget for the Traffic and Transportation Engineering Division.
- Investigates and recommends the need for new or improved traffic control devices on City streets. Collects applicable traffic data.
- Prepares Traffic Orders, recommends modifications to traffic regulations.
- Reviews and recommends actions on Public Works permit applications for projects affecting City streets.
- Maintains operation of the City's computer-based traffic signal system. Maintains records for both City-owned and State-owned signals inside the City limits.
- Coordinates City street lighting programs, investigates and recommends the need for lighting modifications and coordinates installations, removals, repairs and conversions. Administers street light maintenance and repair contracts, and acts as liaison with PEPCO in street lighting matters.
- May act as liaison between the City and county, state, and federal transportation agencies in all matters pertaining to streets and highways, and as staff liaison for the Traffic and Transportation Commission.
- Addresses public inquiries regarding projects and other matters.
- Attends public hearings, citizen and community meetings to describe engineering projects, advise on related matters, etc.
- Provides engineering guidance to Public Works operating divisions and other departments as required.
- Resolves complaints related to traffic and transportation issues.
- Manages engineering projects and provides estimates for budgetary and division purposes.
- Performs other duties as required.

#### **QUALIFICATIONS:**

### **Required Training and Experience:**

Any combination of training and experience substantially equivalent to graduation from an accredited four year college or university with major course work in civil engineering, including course work in Traffic and Transportation, and three years of progressively responsible experience in the engineering of traffic and transportation projects.

Possession of (or ability to obtain) certification from the Board of Registration for Professional Engineers for the State of Maryland within a reasonable amount of time as determined by the City. Possession of an appropriate driver's license valid in the State of Maryland.

### **Preferred Knowledge, Skills and Abilities:**

- Considerable knowledge of the principles and practices of civil engineering.
- Considerable knowledge of the appropriate standard and procedures used in the design and construction of roadway, pedestrian ways, traffic controls, street lighting, signals and other public works constructions.
- Considerable knowledge of construction methods, materials and equipment used in public works construction.
- Good knowledge of information sources, research techniques and reporting standards used in public works engineering.
- Skill in the use of drafting instruments: skill in making engineering computations, estimates and designs.
- Skill in the use of word processing and data processing equipment.
- Ability to make difficult engineering computations and to design a variety of standard and complex public works projects quickly and accurately.
- Ability to review engineering plans, specifications and documents and to discern and correct errors in design and criteria.
- Ability to establish and maintain effective working relationships with other engineers and employees, contractors and other persons contacted in the course of the work.
- Ability to plan and assign work for contract engineers, inspectors and surveyors.